



STATE BOARD OF EQUALIZATION
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Executive Director
No. 2001/042

July 13, 2001

TO COUNTY ASSESSORS AND INTERESTED PARTIES:

NEW ASSESSORS' HANDBOOK SECTION
ASSESSMENT OF OIL REFINERIES

Board staff anticipates developing a new Assessors' Handbook Section on the assessment of oil refineries. In order to make the drafting of this document comprehensive, we are seeking suggested topics and comments for inclusion in the handbook section from interested parties.

It is anticipated that the first stage of the project will proceed as follows:

- Interested parties are given an opportunity to submit suggestions for subject matter for the new handbook section. Suggestions are due to staff by September 26, 2001.
- Staff will hold an informal meeting with interested parties on November 1, 2001 to discuss suggestions received and development of a preliminary outline. The meeting is scheduled to start at 9:30 a.m. in Room 122, Board of Equalization, 450 N Street, Sacramento.

A more detailed project schedule will be provided following the informal meeting.

This letter and all future letters regarding this project will be posted to the Board's Web site (www.boe.ca.gov) and can be accessed by way of the following links: (1) Property Taxes, (2) Property Tax Committee Work Plans, (3) Other Projects in Process 2001. If you have any questions, comments, or suggestions regarding this project, please contact Mr. Benjamin Tang at (916) 324-2720; benjamin.tang@boe.ca.gov or Ms. Margie Wing at (916) 324-0028; margie.wing@boe.ca.gov.

Sincerely,

/s/ Richard C. Johnson

Richard C. Johnson
Deputy Director
Property Taxes Department

RCJ:mw